



## Local Government Performance Assessment

Kiboga District

(Vote Code: 525)

Assessment	Scores
Accountability Requirements	83%
Crosscutting Performance Measures	82%
Educational Performance Measures	52%
Health Performance Measures	85%
Water Performance Measures	82%

Summary of requirements	Definition of compliance	Compliance justification	Compliant?
Annual performance contract			
<p>LG has submitted an annual performance contract of the forthcoming year by June 30 on the basis of the PFMAA and LG Budget guidelines for the coming financial year.</p>	<ul style="list-style-type: none"> <li>• From MoFPED's inventory/schedule of LG submissions of performance contracts, check dates of submission and issuance of receipts and:               <ul style="list-style-type: none"> <li>o If LG submitted before or by due date, then state 'compliant'</li> <li>o If LG had not submitted or submitted later than the due date, state 'non-compliant'</li> </ul> </li> <li>• From the Uganda budget website: <a href="http://www.budget.go.ug">www.budget.go.ug</a>, check and compare recorded date therein with date of LG submission to confirm.</li> </ul>	<p>Kiboga LG Submitted performance contract on July 30, 2018 to Ministry of Finance and Economic development.</p>	<b>Yes</b>
Supporting Documents for the Budget required as per the PFMA are submitted and available			
<p>LG has submitted a Budget that includes a Procurement Plan for the forthcoming FY by 30th June (LG PPDA Regulations, 2006).</p>	<ul style="list-style-type: none"> <li>• From MoFPED's inventory of LG budget submissions, check whether:               <ul style="list-style-type: none"> <li>o The LG budget is accompanied by a Procurement Plan or not. If a LG submission includes a Procurement Plan, the LG is compliant; otherwise it is not compliant.</li> </ul> </li> </ul>	<p>Kiboga LG submitted Budget that includes procurement plan report for the forthcoming FY on July 30, 2018.</p>	<b>Yes</b>
Reporting: submission of annual and quarterly budget performance reports			

<p>LG has submitted the annual performance report for the previous FY on or before 31st July (as per LG Budget Preparation Guidelines for coming FY; PFMA Act, 2015)</p>	<p>From MoFPED's official record/inventory of LG submission of annual performance report submitted to MoFPED, check the date MoFPED received the annual performance report:</p> <ul style="list-style-type: none"> <li>• If LG submitted report to MoFPED in time, then it is compliant</li> <li>• If LG submitted late or did not submit, then it is not compliant</li> </ul>	<p>Kiboga LG submitted annual Performance report on July 30, 2018 for the financial year 2017/2018.</p>	<p>Yes</p>
<p>LG has submitted the quarterly budget performance report for all the four quarters of the previous FY by end of the FY; PFMA Act, 2015).</p>	<p>From MoFPED's official record/ inventory of LG submission of quarterly reports submitted to MoFPED, check the date MoFPED received the quarterly performance reports:</p> <ul style="list-style-type: none"> <li>• If LG submitted all four reports to MoFPED of the previous FY by July 31, then it is compliant (timely submission of each quarterly report, is not an accountability requirement, but by end of the FY, all quarterly reports should be available).</li> <li>• If LG submitted late or did not submit at all, then it is not compliant.</li> </ul>	<p>Kiboga LG Submitted the quarterly budget performance report for all the quarters of the previous FY 2017/2018 on the following dates:</p> <p>Quarter -4 on August 22, 2018</p> <p>Quarter -3 on May 3, 2018</p> <p>Quarter -2 on March 22, 2018</p> <p>Quarter-1 on February 12, 2018</p>	<p>No</p>
<p>Audit</p>			

<p>The LG has provided information to the PS/ST on the status of implementation of Internal Auditor General and the Auditor General's findings for the previous financial year by end of February (PFMA s. 11 2g). This statement includes actions against all findings where the Internal Auditor and the Auditor General recommended the Accounting Officer to take action in line with applicable laws.</p>	<p>From MoFPED's Inventory/record of LG submissions of statements entitled "Actions to Address Internal Auditor General's findings",</p> <p>Check:</p> <ul style="list-style-type: none"> <li>• If LG submitted a 'Response' (and provide details), then it is compliant</li> <li>• If LG did not submit a 'response', then it is non-compliant</li> <li>• If there is a response for all –LG is compliant</li> <li>• If there are partial or not all issues responded to – LG is not compliant.</li> </ul>	<p>Kiboga District Local Government submitted the Report on status of implementation of Internal Auditor General's and Auditor General's findings for financial year 2017/2018 and was received by Office of Internal Auditor General and Auditor General on March 27, 2018.</p>	<p>Yes</p>
<p>The audit opinion of LG Financial Statement (issued in January) is not adverse or disclaimer.</p>		<p>Kiboga District Local Government had an unqualified audit opinion as per Auditor General's Report for FY 2017/2018.</p>	<p>Yes</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<p>Evidence that a district/ municipality has:</p> <ul style="list-style-type: none"> <li>• A functional Physical Planning Committee in place that considers new investments on time: score 1.</li> </ul>	<p>Kiboga LG has a functional Physical planning committee Appointed on 12th August 2017 under Ref: KBG/LAN/1200 that considers new investment time</p> <p>However most there is no private practice physical planner on physical planning committee</p>	1
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that district/ MLG has submitted at least 4 sets of minutes of Physical Planning Committee to the MoLHUD score 1.</li> </ul>	<p>Kiboga LG Physical planning committee did not submit the 4 sets of minute of physical planning committee to MoLHUD</p>	0

<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• All infrastructure investments are consistent with the approved Physical Development Plan: score 1 or else 0</li> </ul>	<p>The new infrastructure investments have approved plans.</p> <p>However, the District have no Physical Plans</p>	<p>0</p>
<p>All new infrastructure projects in: (i) a municipality / (ii) in a district are approved by the respective Physical Planning Committees and are consistent with the approved Physical Plans</p> <p>Maximum 4 points for this performance measure.</p>	<ul style="list-style-type: none"> <li>• Action area plan prepared for the previous FY: score 1 or else 0</li> </ul>	<p>There is NO action area plans prepared in the FY 2017/2018</p>	<p>0</p>

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that priorities in AWP for the current FY are based on the outcomes of budget conferences: score 2.</li> </ul>	<p>The priorities investment activities in the AWP for current FY 2018/2019 are based on the Budget conference of 3rd November 2017</p> <p>The investment priorities include: Renovation of Kiboga Hospital, Upgrade of Bulaga Health centre II to III, Construction of latrine at Bukomero and refurbishment of buildings, Phase-II construction of Kambugu piped water system, Roads Maintenance Kiryamuddo-Kasengere-Kambugu-16.5km and Mpangala-Biko-Bulaga-15km.</p>	2
<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the capital investments in the approved Annual work plan for the current FY are derived from the approved five-year development plan. If differences appear, a justification has to be provided and evidence provided that it was approved by the Council. Score 1.</li> </ul>	<p>Capital investments in AWP for the current FY 2018/2019 were derived from 5 year development plan for Kiboga District Local Government 2015/2016-2019/2020; approved under minute 06/KGB/DLC/02/15 on 19th february 2015</p> <p>These investments Include:</p> <p>Education Sector: Construction and renovation of Modal Primary schools</p> <p>Health: Construction of stance lined pit latrines at Lwamate Health Centre II at UGx-25,000,000/=, Fencing of all Health centres at UGX 120,000,000/=, Rehabilitation of hospital staff house at UGx-30,000,000/=,</p> <p>Water: Piped water system at UGx 300,000,000/=,</p> <p>Roads: Mechanised Routine mantainance at UGx 1,564,070,000/=</p>	1

<p>The prioritized investment activities in the approved AWP for the current FY are derived from the approved five-year development plan, are based on discussions in annual reviews and budget conferences and have project profiles</p> <p>Maximum 5 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Project profiles have been developed and discussed by TPC for all investments in the AWP as per LG Planning guideline: score 2.</li> </ul>	<p>Project profiles for all investments discussed on 14th October 2017 under minute 05/DTPC/oct/2017 by TPC and adhered to in the LG planning Guidelines. These include: Piped water system at Kambugu at UGx 300,000,000/=, periodic road routine maintainace at UGx 1,564,070,000/=.</p>	<p>2</p>
<p>Annual statistical abstract developed and applied</p> <p>Maximum 1 point on this performance measure</p>	<ul style="list-style-type: none"> <li>• Annual statistical abstract, with gender- disaggregated data has been compiled and presented to the TPC to support budget allocation and decision-making- maximum score 1.</li> </ul>	<p>Kiboga LG has compiled Annual Statistical Abstract report with gender disaggregated data and discussed it in TPC on 14th October 2017 under minute 04/DTPC/Oct/2017.</p>	<p>1</p>



<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that all infrastructure projects implemented by the LG in the previous FY were derived from the annual work plan and budget approved by the LG Council: score 2</li> </ul>	<p>The Implemented projects were derived from the Annual work plan of the previous FY 2017/2018 and Budget approved by LG Council:</p> <ol style="list-style-type: none"> <li>construction of 5 stance latrine at Kirbedda Primry school completed on 25th June 2018 at UGx 23,507,960/=;</li> <li>construction of 5 stance pit latrine at kitanganda primary school completed on 12th February 2018 at UGx 23, 125,960/=;</li> <li>construction of stance latrine at Lwamate Health centre III at UGx 19,200,960/= completed on 20th April 2018 and</li> <li>construction 5 stance latrine at Bbiko primary school at UGx 20,000,000/= completed on 30th July 2018.</li> </ol>	<p>2</p>
<p>Investment activities in the previous FY were implemented as per AWP.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the investment projects implemented in the previous FY were completed as per work plan by end for FY.</li> </ul> <p>o 100%: score 4</p> <p>o 80-99%: score 2</p> <p>o Below 80%: 0</p>	<p>There was evidence that the Investment projects implemented in 2017/2018 were completed as per the work plan.</p> <p>These include:</p> <ol style="list-style-type: none"> <li>construction of 5 stance latrine at Kirbedda Primry school completed on 25th June 2018 at UGx 23,507,960/=;</li> <li>construction of 5 stance pit latrine at kitanganda primary school completed on 12th February 2018 at UGx 23, 125,960/=;</li> <li>construction of stance latrine at Lwamate Health centre III at UGx 19,200,960/= complted on 20th April 2018 and</li> <li>construction 5 stance latrine at Bbiko primary school at UGx 20,000,000/= completed on 30th July 2018.</li> </ol>	<p>4</p>

<p>The LG has executed the budget for construction of investment projects and O&amp;M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that all investment projects in the previous FY were completed within approved budget – Max. 15% plus or minus of original budget: score 2</li> </ul>	<p>There was evidence that the Investment projects implemented in 2017/2018 were completed as per the approved budget. These include:</p> <ol style="list-style-type: none"> <li>Construction of 5 stance latrine at Kirbedda Primry school completed on 25th June 2018 at UGx 23,507,960/= that 100% of budget,</li> <li>construction of 5 stance pit latrine at Kitanganda primary school completed on 12th February 2018 at UGx 23, 125,960/= that 100% of budget,</li> <li>Construction of stance latrine at Lwamate Health centre III at UGx 19,200,960/= completed on 20th April 2018 that 100% of budget,</li> <li>construction 5 stance latrine at Bbiko primary school at UGx 20,000,000/= completed on 30th July 2018 that 100% of budget, and</li> <li>Supply of 60 number 3 seater metallic framed desks at UGx 12,652,796/= completed on 30th August 2018 that 100% of budget.</li> </ol>	<p>2</p>
<p>The LG has executed the budget for construction of investment projects and O&amp;M for all major infrastructure projects during the previous FY</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has budgeted and spent at least 80% of the O&amp;M budget for infrastructure in the previous FY: score 2</li> </ul>	<p>Kiboga LG did NOT budget for O&amp;M;</p>	<p>0</p>
<p>Human Resource Management</p>			

<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has filled all HoDs positions substantively: score 3</li> </ul>	<p>Kiboga LG filled only 8 Heads of department positions substantively out of 12 as seen below ;</p> <p>District Health Officer -CR/D/PF/10626 appointed on 5th February 2009</p> <p>District Education Officer- CR/D/PF/11379 appointed on 2nd February 2018</p> <p>District Natural Resource Officer- CR/D /PF/ 10587 appointed on 16th April 2013</p> <p>District Community Development officer - CR/D/PF/10451 appointed on 10th April 2015</p> <p>District Engineer- CR/D/PF/10497 appointed on 2nd February 2013</p> <p>District production officer- CR/D/PF/10187 appointed on 13th July 2000</p> <p>Chief Finance Officer- CR/D/10976 was appointed on 29 June 2010,</p>	<p>0</p>
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<p>LG has substantively recruited and appraised all Heads of Departments</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>Evidence that HoDs have been appraised as per guidelines issued by MoPS during the previous FY: score 2</li> </ul>	<p>All the 10 heads of department were appraised as follows ;</p> <p>District Health Officer -CR/D/PF/10626 was appraised on 4th/06 /2018 .</p> <p>Chief Finance Officer CR/D/10976, was appraised on 3rd /09/2017 .</p> <p>District production officer CR/D/PF/10187 was appraised on 27th /06/2018 .</p> <p>Chief Finance Officer CR/D/10976, was appraised on 3rd /09/2017 .</p> <p>Chief Finance Officer CR/D/10976, was appraised on 3rd /09/2017 .</p> <p>District Education Officer CR/D/PF/11379 was appraised on 13th/7/2017;</p> <p>District Natural Resource Officer, CR/D /PF/ 10587 was appraised on 13/7/2017;</p> <p>District Community Development officer ,CR/D/PF/10451 was appraised on 12/7/2017 .</p> <p>District Engineer CR/D/PF/10497 was appraised on 30th07/2017;</p> <p>District internal Auditor CR/D/PF/10179 was appraised on 15th /07/2017;</p> <p>How ever only 3 out 10 were appraise for the FY.2017/2018 .</p>	<p>0</p>
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<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100 % of staff submitted for recruitment have been considered: score 2</li> </ul>	<p>CAO submitted 110 staff for recruitment as per letter dated 13th October 2017.</p> <p>The DSC considered all the 110 positions under the following minutes 6(1)/ 2018, DSC, Min 7(e) / 2018, DSC, Min, 8(i)/ 2018, DSC, Min 11(e) /2017; DSC Min, 8(e) /2017 and DSC Min, 5(e)/ 2018.</p> <p>The positions were (70 education assistant, 29 Enrolled Nurses ,2 Hospital Administrators ,2 Ward Agents , 2 Human Resource officers, 1 Agricultural officer , 2 Porters ,1 Plumber, and 1 Community Development Officer).</p>	<p>2</p>
<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100 % of positions submitted for confirmation have been considered: score 1</li> </ul>	<p>District Service Commission confirmed all the 110 positions .</p> <p>The confirmation was evidenced by the DSC meeting dated 12/12/2017 under DSC Min 2(f) / 2017.</p>	<p>1</p>

<p>The LG DSC has considered all staff that have been submitted for recruitment, confirmation and disciplinary actions during the previous FY.</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100 % of positions submitted for disciplinary actions have been considered: score 1</li> </ul>	<p>Kiboga LG had Four cases for disciplinary action that was submitted by the CAO on 13th September 2017 to the DSC for the FY 2017/2018. They were considered as follows ;</p> <ol style="list-style-type: none"> <li>1.Under minute, DSC12(d) /2017 there was an abuse of office by the CFO and the case was uplifted on 13th December 2017</li> <li>2. DSC13(e) /2017 the Education Assistant absconded duty and she was terminated by the DSC on 13th September 2017</li> <li>3. DSC13(e) 2017 the Accounts Assistant was terminated for absconding duty on 13th September 2017</li> <li>4. DSC 13(e) 2017 the Senior law enforcement officer was terminated for abandonment on 13th September 2017</li> </ol>	<p>1</p>
<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100% of the staff recruited during the previous FY have accessed the salary payroll not later than two months after appointment: score 3</li> </ul>	<p>Kiboga LG recruited 66 staffs under DSC Min 1, {d} 2018{2} for FY 2017/2018 and they all accessed the payroll within the stipulated two months.</p> <p>Below are some of the file numbers for those who received salary within the stipulated two months;</p> <p>Kibiringe Godon Senior Internal Auditor File No CR/D/PF/11353 was appointed on 1st May 2018</p> <p>Mr Baguma, Bahungule, senior assistant secretary, File No CR/PF/11405 was appointed on 1st May 2018</p> <p>Ms Nabirye Monica, Nursing Officer File No CR/PF/11110 was appointed on 2nd May 2018</p> <p>Ms Nabiwafu Justine, DSC, Min, 17[d] 2018{ii} File No, CR/PF/11404 was appointed on 25th May 2018</p> <p>Mr Sentongo David a senior Agricultural Engineer, file No CR/PF/11409 was appointed 25th May 2018</p> <p>Namusige Teddy Enrolled Nurse File No CR/PF/11381 was appointed on 5th March 2018</p>	<p>3</p>

<p>Staff recruited and retiring access the salary and pension payroll respectively within two months</p> <p>Maximum 5 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that 100% of the staff that retired during the previous FY have accessed the pension payroll not later than two months after retirement: score 2</li> </ul>	<p>Kiboga LG had Four officers who retired with in previous FY 2017/2018 and accessed the pension Pay roll with in two month and these were ;</p> <p>Mbabazi Samali a Nursing officer IPPS 752467 retired on 28th February 2018 accessed on 4th May 2018</p> <p>Musiri Waiswa Peter Head Teacher IPPS 165967 retired on 27th June 2018 and accessed payroll on 7th August 2018</p> <p>Kaaya Teodezia Nakiberu Head teacher IPPS 168775 retired on 18June 2018 and accessed on 11June 2018 .</p> <p>Kibuuka Micheal head teacher IPPS 168775 retired on 1st July 2018 and accessed on 14 Aug 2018 .</p>	<p>2</p>
<p>Revenue Mobilization</p>			
<p>The LG has increased LG own source revenues in the last financial year compared to the one before the previous financial year (last FY year but one)</p> <p>Maximum 4 points on this Performance Measure.</p>	<ul style="list-style-type: none"> <li>• If increase in OSR (excluding one/off, e.g. sale of assets) from previous FY but one to previous FY is more than 10 %: score 4.</li> <li>• If the increase is from 5% -10 %: score 2.</li> <li>• If the increase is less than 5 %: score 0.</li> </ul>	<p>Kiboga District Local Government increased OSR from UGX 248,444,288 for FY 2016/17 to UGX 370,585,017 for FY 2017/2018 as per draft Final Accounts for FY 2017/18 vote 525.</p> <p>The increase in OSR was UGX 122,140,729 representing a percentage increase of 49.16%.</p>	<p>4</p>

<p>LG has collected local revenues as per budget (collection ratio)</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>If revenue collection ratio (the percentage of local revenue collected against planned for the previous FY (budget realisation) is within +/- 10 %: then score 2. If more than +/- 10 %: Score 0.</li> </ul>	<p>The Local Revenue Budgeted for FY 2017/2018 was UGX425,176,680 as per original budget for FY 2017/2018 Vote 525.</p> <p>The Local Revenue collected during FY 2017/2018 was UGX 370,585,017 as seen from the Draft Final Accounts for FY 2017/2018.</p> <p>Workings: <math>UGX\ 370,585,017 / UGX425,176,680 \times 100 = 85.1\%</math>.</p> <p>Therefore revenue collection ratio was 85.1%.</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the District/Municipality has remitted the mandatory LLG share of local revenues: score 2</li> </ul>	<p>Kiboga District Local Government did not remit all the share of Local Revenue to LLGs evidenced by total transfer/remittances of UGX 12,500,000 out of Local Revenue of UGX53,540,250 Representing only 23.35% which is less than the required 65%.</p>	<p>0</p>
<p>Local revenue administration, allocation and transparency</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the total Council expenditures on allowances and emoluments- (including from all sources) is not higher than 20% of the OSR collected in the previous FY: score 2</li> </ul>	<p>Total expenditure on Council allowances and emoluments during FY 2017/2018 was UGX 29,110,000</p> <p>The OSR for FY 2016/17 was UGX 242,444,288.</p> <p>So <math>(UGX\ 29,110,000 / UGX\ 242,444,288)</math> gives 11.72%, which is less than 20% of the OSR collected in the previous FY 2016/2017.</p>	<p>2</p>
<p>Procurement and contract management</p>			
<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the District has the position of a Senior Procurement Officer and Procurement Officer (if Municipal: Procurement Officer and Assistant Procurement Officer) substantively filled: score 2</li> </ul>	<p>Kiboga LG had Senior Procurement Officer dully appointed on 13th /march/2014 and Procurement Officer appointed on 26th /October/2015.</p>	<p>2</p>



<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the TEC produced and submitted reports to the Contracts Committee for the previous FY: score 1</li> </ul>	<p>The was evidence that the TEC produced and submitted reports to the contract committee as per the following files sampled:</p> <ol style="list-style-type: none"> <li>Kibo525/WKS/17-18/00001 for drilling of boreholes in various places in Kiboga District (Kibuga,Kapeke,Lwamata, Bukomero and Dwamiro) submitted on 26th-June-2017;</li> <li>Kibo525/WRKS/17-18/00020 for construction of 5 stances pit latrine at Lwamata Town council Submitted on 15th-Nov-2017;</li> <li>Kibo525/WRKS/17-18/00023 Construction of 5-stances line pit latrine at Lwamata Health Center III submitted on 25th -October- 2017;</li> <li>Kibo525/SUPPLS/17-18/00070 Supply of 10 Frisian heifers to the production department Submitted on 7th –March – 2018 and</li> <li>Kibo525/WRKS/17-18/00002. Construction of solar driven piped water system at Kabugo trading centre in kiboga sub-county. Submitted on 12th -Dec-2017.</li> </ol>	<p>1</p>
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<p>The LG has in place the capacity to manage the procurement function</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the Contracts Committee considered recommendations of the TEC and provide justifications for any deviations from those recommendations: score 1</li> </ul>	<p>There was evidence that the contract committee considered the recommendations of the TEC as per the following sampled files:</p> <p>a) Kibo525/WRKS/17-18/00001. Drilling of boreholes in (Kibuga,Kapeke, Lwamata, Bukomero and Dwamiro) Kiboga District. The TEC recommended ICON Project Ltd as the best evaluated bidder at the evaluated price of UGX115,504,300 as at 26th-June-2017 and the contract committee sat on 20th-July- 2017 Minute DCC/5/7/2017(B) and approved ICON Project Ltd as the best evaluated bidder and awarded contract at UGX115,504,300;</p> <p>b) Kibo525/WRKS/17-18/00020. For construction of 5 stances pit latrine at Lwamata Town council The TEC recommended KARKI Builders and Engineers Ltd as the best evaluated bidder on 15th-Nov - 2017 at UGX 23,125,640 and the contract committee sat on 17th-Nov-2017 Minute DCC/06/11/2017(I) and approved KARKI Builders and Engineers Ltd as the best evaluated and awarded a contract at the UGX 23,125,640;</p> <p>c) Kibo525/WRKS/17-18/00023 for the construction of 5-stance pit latrine at Lwamata Health center III. The TEC sat on 25th-October-2017 and recommended KARKI Builders and Engineers Ltd to be approved as the best evaluated bidder at the price of UGX19, 200,960 and on 27th-October- 2017 Minute DCC/05/10/2017(B) the contract committee sat and approved KARKI Builders and Engineers Ltd as the best evaluated bidder at the price UGX19,200,960 and</p> <p>d) Kibo525/SUPPLS/17-18/00070. Supply of 10 Frisian heifers to the production department. The TEC recommended Ms Future Services Uganda Ltd on 7th-March-2018 to be approved as the best evaluated at the price of UGX21,900,000 and the contract committee that sat on 9th-March-2018 Minute DCC/05/03/2018 (A) approved Ms Future Services Uganda Ltd as the best evaluated bidder at the price of UGX 21,900,000.</p>	<p>1</p>
<p>The LG has a comprehensive Procurement and Disposal Plan covering infrastructure</p>	<ul style="list-style-type: none"> <li>• a) Evidence that the procurement and Disposal Plan for the current year covers all infrastructure projects in the approved annual work plan and</li> </ul>	<p>a) There was evidence that Kiboga LG Procurement and Disposal Plan for current FY covered all infrastructural projects. Examples are as follows;</p> <p>1) Construction of 16.5kms Kiryamudo-Kasejjere</p>	<p>2</p>

<p>activities in the approved AWP and is followed.</p> <p>Maximum 2 points on this performance measure.</p>	<p>budget and b) evidence that the LG has made procurements in previous FY as per plan (adherence to the procurement plan) for the previous FY: score 2</p>	<p>Kambungu road;</p> <p>2) Completion of Kambungu solar driven piped water system at Kambugu trading center at kibinga sub-county;</p> <p>3) Renovation of Kiboga Hospital;</p> <p>4) Construction of a two-classroom block purpose hall at Kiboga and</p> <p>5) Purchase of 8 in calf Frisian heifer to production department.</p> <p>b) There is evidence that Kiboga LG made procurements in previous FY by strictly adhering to the procurement plan: Contract agreements sampled from the procurement plan and seen to be implemented were as follows:</p> <p>1) Contract Agreement No: Kibo525/WRKS/17-18/00001 seen where contract was signed between Kiboga LG and ICON Projects for drilling of 7deep boreholes in various places in Kiboga. This was item No. 2 in the procurement Plan for 2017/2018 under water sector.</p> <p>2) Contract No: Kibo525/WRKS/17-18/00020 seen where an agreement was signed between Kiboga LG and KARKI Builders and Engineers Uganda Ltd for the construction of 5-stances pit latrine at Kitangenda Primary school This was item No.7 in the procurement plan for 2017/2018 under education sector;</p> <p>3) Contract No: Kibo525/WRKS/17-18/00023 seen where an agreement was signed between Kiboga LG and KARKI Builders Uganda Ltd for the construction of 5-stances pit line latrine at Lwamata Health Centre III in Lwamata town council This was item No.1 in the procurement Plan for 2017/2018 under Health sector;</p> <p>4) Contract No: Kibo 525/SUPPLS/17-18/00070 seen where an agreement was signed between KibogaLG and MJ Future Services Ltd for supply of 10 fresian heifers This was item No.7 in the procurement Plan for 2017/2018 under production and</p> <p>5) Contract No: Kibo525/WRKS/17-18/00002 seen where an agreement was signed between Kibogs LG and Ferest Investment Ltd for the construction of solar driven piped water system at Kambungu Trading centre. This was item no 1 under water sector.</p>
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<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• For current FY, evidence that the LG has prepared 80% of the bid documents for all investment/ infrastructure by August 30: score 2</li> </ul>	<p>There was evidence that Kiboga LG prepared the bid documents for all investments/infrastructure. Kiboga LG had 147 bid documents to prepare and prepared 136 bids. This represents 92%.</p>	<p>2</p>
<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• For Previous FY, evidence that the LG has an updated contract register and has complete procurement activity files for all procurements: score 2</li> </ul>	<p>There was evidence that Kiboga LG updated the contract register and has a complete procurement activity files for all procurements of FY 2017/2018 with a stamp dated 06/June/2018.</p>	<p>2</p>

<p>The LG has prepared bid documents, maintained contract registers and procurement activities files and adheres with established thresholds.</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>For previous FY, evidence that the LG has adhered with procurement thresholds (sample 5 projects): score 2.</li> </ul>	<p>There was evidence that Kiboga LG adhered to Procurement Thresholds as per the following sampled files:</p> <p>Open Bidding:</p> <p>a) Kibo525/WRKS/17-18/00001. for drilling of 7deep boreholes in various places in Kiboga. It was estimated at UGX115,504,300 and advertised on 15th /05/2017 in the New Vision newspaper;</p> <p>b) Kibo525/WKS/17-18/00002. For construction of solar driven water piped system at Kambugo Trading Centre in Kiboga Sub-county. It was estimated to cost UGX127,159,750. It was advertised on 21st /Nov /2017 in the New Vision news paper;</p> <p>Selective Bidding</p> <p>c) Kibo525/WRKS/17-18/00023. Construction of 5-stances pit latrine at Lwamata Health Centre III. It was estimated at UGX19,200,960. An invitation to bids was sent on 29th /September/2017;</p> <p>d) Kibo/SUPPLS/17-18/00070. For the supply of 10 in calf fresian heifers to production. It was estimated at UGX21,900,000. An invitation for bid was issued on 20th /February/ 2018 and</p> <p>e) Kibo525/WRKS/17-18/00020. For the construction of 5-stances lined pit latrine at Kitangenda. It was estimated at UGX23,125,640. An invitation to bid was issued on 30/10/2017.</p>	2
<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that all works projects implemented in the previous FY were appropriately certified – interim and completion certificates for all projects based on technical supervision: score 2</li> </ul>	<p>There was evidence that all works projects implemented in the previous FY were appropriately certified as seen from the following;</p> <ol style="list-style-type: none"> <li>Kibo525/WRKS/17-18/00002 Completion certificate no 1 signed on 11/04/2018;</li> <li>Kibo/SUPPLS/17-18/00070 Certificate no 0083672 and certification letter for veterinary supplies signed on 30th /04/2018 and</li> <li>Kibo525/Wrks/17-18/00020 Completion Certificate no 1 signed on 6th /April/2018</li> <li>Kibo525/Wrks/17-18/00023 Completion Certificate no 1 signed on 7th /March/2018</li> <li>Kibo525/Wrks/17-18/00023 Completion certificate no 1 signed on 7th /March/2018.</li> </ol>	2

<p>The LG has certified and provided detailed project information on all investments</p> <p>Maximum 4 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that all works projects for the current FY are clearly labelled (site boards) indicating: the name of the project, contract value, the contractor; source of funding and expected duration: score 2</li> </ul>	<p>There was evidence that all works project for the current FY are clearly labelled (site boards )indicating names of project, contract value, the contractor, source of funding and expected duration for example, Construction of boreholes at Nakagazi, Namuddu and Kyagaule.</p>	<p>2</p>
<p>Financial management</p>			
<p>The LG makes monthly and up to-date bank reconciliations</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG makes monthly bank reconciliations and are up to-date at the time of the assessment: score 4</li> </ul>	<p>There were copies of bank reconciliation statements prepared for FY 2017/2018 But No bank reconciliation statements prepared the Months of July and August 2018 due to migration from IFMS Tier II to Tier I and hence no bank reconciliations are up to-date at the time of the assessment as per the assessment guidelines.</p>	<p>0</p>

<p>The LG made timely payment of suppliers during the previous FY</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• If the LG makes timely payment of suppliers during the previous FY</li> <li>– no overdue bills (e.g. procurement bills) of over 2 months: score 2.</li> </ul>	<p>Kiboga District Local Government made timely payment of suppliers during the previous FY 2017/2018 and there were No overdue bills for suppliers and no payables as per the Final Accounts of FY2017/2018.</p> <p>other evidence includes the following sampled contracts;</p> <ul style="list-style-type: none"> <li>• Contract No Kibo525/Wrks/17-18/ 00020 Construction of 5 stances pitlatrine at Kitangenda Primary Schools by Karki Builders and Engineers Ltd where payment was requested on 7/2/2018 and payment was made on 6/4/2018.</li> <li>• Kibo525/Wrks/17-18/ 00020 supply of Fuel by Shell malindi Kiboga station Merchandise where payment was requested on 26/2/2018 and payment was made on 14/3/2018.</li> <li>• Contract No Kibo525/supplies/17/18/ 0001supply of Construction materials by Kevin and Keith Investments (U) Ltd where payment was requested on 22/2/2018 and payment was made on 23/2/2018.</li> <li>• Contract No Kibo525/wrks/17/18/ 00002 Construction of solar Driven piped water system phase1 by Ferest Investments (U) Ltd where payment was requested on 3/4/2018 and payment was made on 25/4/2018.</li> </ul>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has a substantive Senior Internal Auditor: 1 point.</li> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>Kiboga District Local Government has a substantive Senior Internal Auditor seen from the personal file No: 11402 Ref No. KBG/HRM/161/1 and Appointment letter dated June 28, 2018.</p>	<p>1</p>

<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• LG has produced all quarterly internal audit reports for the previous FY: score 2.</li> </ul>	<p>Kiboga District Local Government produced quarterly internal audit reports for FY 2017/18 submitted them as follows; Quarter 1 on 31/10/2017, Quarter 2 on 3/1/2018, Quarter 3 on 30/4/2018 and Quarter 4 on 30/7/2018.</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<p>Evidence that the LG has provided information to the Council and LG PAC on the status of implementation of internal audit findings for the previous financial year i.e. follow up on audit queries from all quarterly audit reports: score 2.</p>	<p>Kiboga District Local Government provided information Council and LG PAC on the status of implementation of internal audit findings for financial year 2017/18 as per the LG PAC Reports dated: for Quarter 1 on 12/12/2017, Quarter 2 on 12/3/2018, Quarter 3 on 16/5/2018.</p>	<p>2</p>
<p>The LG executes the Internal Audit function in accordance with the LGA section 90 and LG procurement regulations</p> <p>Maximum 6 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>• Evidence that internal audit reports for the previous FY were submitted to LG Accounting Officer, LG PAC and LG PAC has reviewed them and followed-up: score 1.</li> </ul>	<p>Internal audit reports for FY 2017/18 were submitted to LG Accounting Officer, and LG PAC deliberated audit issues and internal audit findings for financial year 2017/18 evidenced by LG PAC Minutes and Reports.</p>	<p>1</p>



<p>The LG maintains a detailed and updated assets register Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG maintains an up- dated assets register covering details on buildings, vehicle, etc. as per format in the accounting manual: score 4</li> </ul>	<p>Kiboga District Local Government maintains an up-dated assets register covering details on buildings, vehicle and all other assets as per the format in the Local Government accounting manual.</p>	<p>4</p>
<p>The LG has obtained an unqualified or qualified Audit opinion</p> <p>Maximum 4 points on this performance measure</p>	<p>Quality of Annual financial statement from previous FY:</p> <ul style="list-style-type: none"> <li>Unqualified audit opinion: score 4</li> <li>Qualified: score 2</li> <li>Adverse/disclaimer: score 0</li> </ul>	<p>Kiboga District Local Government had an unqualified audit opinion as per Auditor General's Report for FY 2017/2018.</p>	<p>4</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG Council meets and discusses service delivery related issues</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the Council meets and discusses service delivery related issues including TPC reports, monitoring reports, performance assessment results and LG PAC reports for last FY: score 2</li> </ul>	<p>There was evidence that Kiboga LG council met and discussed service delivery issues as per the following minutes:</p> <ol style="list-style-type: none"> <li>On 31st August 2017 under minute 05/KBG/DLC/08/17 Presented and Approval of supplementary budget for Kikuube-Kakungu road, Bukomero town council,</li> <li>On 31st August 2017 under minute 06/KBG/DLC/08/17 (a) presented and approved recommendations of Social services committee (Health and education),</li> <li>On 31st August 2017 under minute 06/KBG/DLC/08/17 (b) presented and approved Kiboga district local Government Public Accounts committee, and</li> <li>On 31st august 2017 under minute 06/KBG/DLC/08/17 presnted recommendation of works and technical services (water) recommended national water to take over management of water supply in Kiboga twon council.</li> </ol>	<p>2</p>

<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG has designated a person to coordinate response to feedback (grievance /complaints) and responded to feedback and complaints: score 1.</li> </ul>	<p>Kiboga LG designated the Principle Assistant secretary - Mr. Kakande Henry appointed REF: KBG/HR/152/3 on 21st July 2017 as the person responsible for feedback (grievance/complaints) forexample;</p> <ol style="list-style-type: none"> <li>Ms. Roy Rwamakompe complainant on 3rd august 2018 reported that the District land Board was coniving with other Family mebers to change the Land title of her Late fathers land title without her knowledge. a mediation meeting held on 22nd August 2018 and Resolved that the person whose name appeared on the land title wasn't the complainant and the family members advised to go to Administrator general to get administrative rights to estates</li> <li>Ms Namujehe Annet the complainant acusing the staff (Nabukenya Oliva) for recieving money under false pretence, she was invited and mediation held and Nabukenya paid back the money</li> </ol>	<p>1</p>
<p>The LG has responded to the feedback/ complaints provided by citizens</p> <p>Maximum 2 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>The LG has specified a system for recording, investigating and responding to grievances, which should be displayed at LG offices and made publically available: score 1</li> </ul>	<p>Kiboga LG has a specified system of recording, investigation and feebback publicised on the main reception desk and pinned up charts for the complaint and feed back structure</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<p>Evidence that the LG has published:</p> <ul style="list-style-type: none"> <li>The LG Payroll and Pensioner Schedule on public notice boards and other means: score 2</li> </ul>	<p>Kiboga LG payroll and Pensioners schedule were pinned up on LG Main Noticeboard for 2018/2019 (not dated)</p>	<p>2</p>

<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>Evidence that the procurement plan and awarded contracts and amounts are published: score 1.</li> </ul>	<p>The procurement plan and awarded contracts published on the notice board at Kiboga District procurement notice FY 2017/2018, forexample;</p> <p>1.management of collection of revenue at kajjero Open market by Luwagga William Kato at UGx 75,000/=,</p> <p>2. Management of collection of revenue fro Public market by Kasumba Mathius at UGx 150,000/=</p>	<p>1</p>
<p>The LG shares information with citizens (Transparency)</p> <p>Total maximum 4 points on this Performance Measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG performance assessment results and implications are published e.g. on the budget website for the previous year (from budget requirements): score 1.</li> </ul>	<p>The perfomance assessment results and implications are published on the notice board at Kiboga District procurement notice FY 2017/2018</p>	<p>1</p>
<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the HLG have communicated and explained guidelines, circulars and policies issued by the national level to LLGs during previous FY: score 1</li> </ul>	<p>There was evidence that Kiboga LG distributed list of DDEG Guidelines and acknowledgement of receipt from LLGs dated 20th July 2018.</p>	<p>1</p>

<p>The LGs communicates guidelines, circulars and policies to LLGs to provide feedback to the citizens</p> <p>Maximum 2 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG during the previous FY conducted discussions (e.g. municipal urban fora, barazas, radio programmes etc.) with the public to provide feed-back on status of activity implementation: score 1.</li> </ul>	<p>There is evidence that Kiboga LG held and conducted discussions on Barazas on 25th May 2018 on district accountability day on implemented projects and planned activities at Kiboga District headquarters and the chief guest was Minister of Local Government Major Tom Butime.</p> <p>Held Radio talk shows aired on Radio Kiboga for 1 hour every after two weeks (audio recording seen).</p>	<p>1</p>
<p>Social and environmental safeguards</p>			
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the LG gender focal person and CDO have provided guidance and support to sector departments to mainstream gender, vulnerability and inclusion into their activities score 2.</li> </ul>	<p>There was evidence that Kiboga LG gender focal point person and CDO provided guidance and support to sector departments to mainstream gender. This is evidenced as below;</p> <ol style="list-style-type: none"> <li>1. Training of District and sub-county technical staff on gender planning and budgeting;</li> <li>2. Monitoring the implementation of community development projects that include women, youth groups, persons with disability and</li> <li>3. Holding departmental meetings with CDOs and gender focal persons on gender mainstreaming.</li> </ol>	<p>2</p>
<p>The LG has mainstreamed gender into their activities and planned activities to strengthen women's roles</p> <p>Maximum 4 points on this performance measure.</p>	<ul style="list-style-type: none"> <li>Evidence that the gender focal point and CDO have planned for minimum 2 activities for current FY to strengthen women's roles and address vulnerability and social inclusions and that more than 90 % of previous year's budget for gender activities/ vulnerability/ social inclusion has been implement-ted: score 2.</li> </ul>	<p>There was evidence that the gender focal point and CDO of Kiboga planned activities to strengthen women,s roles and address vulnerability in the FY 2018/2019. This is evidenced by the activities below;</p> <ol style="list-style-type: none"> <li>1) Sensitisation of gender based violence prevention and management;</li> <li>2) Dissemination of gender and equity guidelines to sub-county technical planning committee members and</li> <li>3) Training of district and sub counties technical people on gender responsive budgeting. The gender budget was 7,200,000 , that was all implemented.</li> </ol>	<p>2</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that environmental screening or EIA where appropriate, are carried out for activities, projects and plans and mitigation measures are planned and budgeted for: score 1</li> </ul>	<p>There was evidence that environmental screening were carried out, projects and plans and mitigation measures were planned and budgeted for. Examples of sampled projects are as follows;</p> <ol style="list-style-type: none"> <li>Kibo525/WRKS/2017-2018/00020 Construction of the following 5-stances pit latrine, Kitangenda primary school in Lwamata town council, Kiribedda primary school and Bikko Primary school in muwanga Sub county Signed on 11/Dec/2017</li> <li>Kibo525/WRKS/17-18/00023. Construction of 5-stances pit latrine at Lwamata Health Centre III Signed on 20th /10/2017</li> <li>Kibo525/Wrks/17-18/00001. Drilling of boreholes in various places in Kiboga District Singed on 20th/10/2017</li> <li>Kibo525/WRKS/17-18/00002. Construction of a piped solar driven water system at Kambungu trading centre at Kibinga sub-county. Signed on 20th /Dec/2017</li> <li>Routine and Periodic road maintenance in Kirinda-Kagonde-Kimbiga –Kiyumi. Lunya Nsaala-Kitumuzi Kikoba Wabikumi Nakwaya – Nakasozi-Bikko . Signed on 17th /10/2017.</li> </ol>	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG integrates environmental and social management and health and safety plans in the contract bid documents: score 1</li> </ul>	<p>There was evidence that Kiboga LG integrates environment and social management and Health and safety plans in the the bid documents. This can be seen as follows:</p> <ol style="list-style-type: none"> <li>Kibo525/WKS/17-18/00001 for drilling of boreholes in various places in Kiboga District (Kibuga,Kapeke,Lwamata, Bukomero and Dwamiro);</li> <li>Kibo525/WRKS/17-18/00020 for construction of 5 stances pit latrine at Lwamata Town council;</li> <li>Kibo525/WRKS/17-18/00023 Construction of 5-stances line pit latrine at Lwamata Health Centre III;</li> <li>Kibo525/SUPPLS/17-18/00070 Supply of 10 Frisian heifers to the production department and</li> <li>Kibo525/WRKS/17-18/00002. Construction of solar driven piped water system at Kabugo trading centre in kiboga sub-county.</li> </ol>	<p>1</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all projects are implemented on land where the LG has proof of ownership (e.g. a land title, agreement etc..): score 1</li> </ul>	<p>There was evidence that Kiboga LG implemented projects on land where the LG has proof of ownership. Examples are as follows;</p> <ol style="list-style-type: none"> <li>1. Kiribedda Primary School where there was an MOU between Kiboga LG and Jackson Misisi signed on 28th/July/1998;</li> <li>2. Bikko Primary School agreement between Kiboga LG and Munyikwa Saulo signed on 15th /Jan/1997 and</li> <li>3. Block 647 Plot 34 –Kapeke sub-county. Kiboga sub-county where there was an agreement between Kiboga LG and Wiliam Ssewagaba Kikonyongo.</li> </ol>	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all completed projects have Environmental and Social Mitigation Certification Form completed and signed by Environmental Officer and CDO: score 1</li> </ul>	<p>There was evidence that all completed projects have environmental and social mitigation certification form completed by the Environmental Officer and CDO. Examples are seen as follows;</p> <ol style="list-style-type: none"> <li>1. Kibo525/WRKS/2017-2018/00020 Construction of the following 5-stances pit latrine, Kitangenda primary school in Lwamata town council, Kiribedda primary school and Bikko Primary school in muwanga Sub county Signed on 15/Feb/2017;</li> <li>2. Kibo525/WRKS/17-18/00023. Construction of 5-stances pit latrine at Lwamata Health Centre III Signed on 12th /Feb/2018;</li> <li>3. Kibo525/Wrks/17-18/00001. Drilling of boreholes in various places in Kiboga District Singed on 20th/10/2017 and</li> <li>4. Kibo525/WRKS/17-18/00002. Construction of a piped solar driven water system at Kambungu trading centre at Kibinga sub-county Signed on 20th /Dec/2017.</li> </ol>	<p>1</p>

<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the contract payment certificated includes prior environmental and social clearance (new one): Score 1</li> </ul>	<p>There was evidence that Kiboga LG contract payments are certificated include environmental and social clearance.</p>	<p>1</p>
<p>LG has established and maintains a functional system and staff for environmental and social impact assessment and land acquisition</p> <p>Maximum 6 points on this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that environmental officer and CDO monthly report, includes a) completed checklists, b) deviations observed with pictures, c) corrective actions taken. Score: 1</li> </ul>	<p>There was evidence that Kiboga LG environmental officer and CDO monthly report includes completed checklist, deviations observed with pictures and corrective actions. Samples can be seen as follows;</p> <ol style="list-style-type: none"> <li>1. Construction of the following 5-stances pit latrine, Kitangenda primary school in Lwamata town council, Kiribedda primary school and Bikko Primary school in muwanga Sub county Signed on 15/Feb/2017;</li> <li>2. Construction of 5-stances pit latrine at Lwamata Health Centre III Signed on 12th /Feb/2018;</li> <li>3. Drilling of boreholes in various places in Kiboga District Singed on 20th/10/2017 and</li> <li>4. Construction of a piped solar driven water system at Kambungu trading centre at Kibinga sub-county Signed on 12th /Feb/2018.</li> </ol>	<p>1</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has budgeted for a Head Teacher and minimum of 7 teachers per school (or minimum a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>All the 87 headteachers in the 87 schools and 852 teachers in the district are catered for in the approved wage bill of 5,588,423,913 for the FY 2018/19</p>	4
<p>The LG education department has budgeted and deployed teachers as per guidelines (a Head Teacher and minimum of 7 teachers per school)</p> <p>Maximum 8 for this performance measure</p>	<p>• Evidence that the LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY: score 4</p>	<p>The LG has deployed a Head Teacher and minimum of 7 teachers per school (or minimum of a teacher per class for schools with less than P.7) for the current FY though 63 headteachers out of the 87 are substantively appointed.</p>	4
<p>LG has substantively recruited all primary school teachers where there is a wage bill provision</p> <p>Maximum 6 for this performance measure</p>	<p>• Evidence that the LG has filled the structure for primary teachers with a wage bill provision</p> <ul style="list-style-type: none"> <li>o If 100%: score 6</li> <li>o If 80 - 99%: score 3</li> <li>o If below 80%: score 0</li> </ul>	<p>The LG has budgeted for 882 teachers though currently it has 852 (97%) teacher. The gap of 30 teachers is already catered for in the wage bill provision of 5,588,423,912 approved on 1/07/2018.</p>	3



<p>LG has substantively recruited all positions of school inspectors as per staff structure, where there is a wage bill provision.</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has substantively filled all positions of school inspectors as per staff structure, where there is a wage bill provision: score 6</li> </ul>	<p>One out of the three inspectors of schools in the approved staff structure , was substantively appointed as per the following minute :Buliiro Augustine DSC 2 (a) 2016.</p>	<p>0</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> <li>• Primary Teachers: score 2</li> </ul>	<p>A recruitment plan for 30 teachers was submitted to the HRM on 29/11/2017.</p>	<p>2</p>
<p>The LG Education department has submitted a recruitment plan covering primary teachers and school inspectors to HRM for the current FY.</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the LG Education department has submitted a recruitment plan to HRM for the current FY to fill positions of</p> <ul style="list-style-type: none"> <li>• School Inspectors: score 2</li> </ul>	<p>Kiboga LG Education department submitted a recruitment plan to HRM on 1/10/2018 for the current FY to fill positions of two School Inspectors.</p>	<p>2</p>
<p>Monitoring and Inspection</p>			

<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• 100% school inspectors: score</li> </ul> <p>3</p>	<p>There is only one Inspector of Schools in Kiboga LG - CR/D/PF/10174 who was appraised on 30th June 2018 by the DEO.</p>	<p>3</p>
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<p>The LG Education department has conducted performance appraisal for school inspectors and ensured that performance appraisal for all primary school head teachers is conducted during the previous FY.</p> <p>Maximum 6 for this performance measure</p>	<p>Evidence that the LG Education department has ensured that all head teachers are appraised and has appraised all school inspectors during the previous FY</p> <ul style="list-style-type: none"> <li>• Primary school head teachers o 90 - 100%: score 3</li> <li>o 70% and 89%: score 2</li> <li>o Below 70%: score 0</li> </ul>	<p>Ten (10 ) Head Teachers for primary schools were sampled and all were appraised for the 2017/2018 as seen below;</p> <p>Head Teacher of Kitangenda Memorial School (CR/D/EDUC /10280 ) was appraised on 28th March 2018</p> <p>Head Teacher of St Joseph Luunya Primary (CR/D/EDUC/ 10027) was appraised on 13th February 2018</p> <p>Head Teacher Bbiko Primary School (CR/D/EDUC/ 10637) was appraised on 16th May 2018</p> <p>Head Teacher Katalama Primary School (CR/D/EDUC/ 10701) was appraised on 5th May 2018</p> <p>Head Teacher Mwezi C/U Primary School (CR/D/ EDUC /10019) was appraised on 13th January 2018</p> <p>Head Teacher Karimampango Primary School (CR/D/EDUC /10876) was appraised on 12th February 2018</p> <p>Head Teacher Nakasozi Primary School (CR/D/EDUC/11205) was appraised on 18th January 2018</p> <p>Head Teacher Bamusuta Primary School CR/D/EDUC/ 10710 was appraised on 2nd July 2018</p> <p>Head Teacher Kiboga UWESO Primary School (CR/D/EDUC/11726) was appraised on 8th December 2017</p> <p>Head Teacher Kiribenga Primary School (CR/D / EDUC/10654) was appraised 31st January 2018</p>
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<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department has communicated all guidelines, policies, circulars issued by the national level in the previous FY to schools: score 1</li> </ul>	<p>The LG Education department received guidelines and policies like;Establishing and registering of private schools,Staff employment in private schools,sexuality education in schools.However, there was no evidence to show that these guidelines were communicated to schools.</p>	<p>0</p>
<p>The LG Education Department has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to schools</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department has held meetings with primary school head teachers and among others explained and sensitised on the guidelines, policies, circulars issued by the national level: score 2</li> </ul>	<p>There was no evidence to show that the LG Education department held meetings with primary school head teachers to explain and sensitise them on the guidelines, policies, circulars issued by the national level.</p>	<p>0</p>
<p>The LG Education Department has effectively inspected all registered primary schools</p> <p>Maximum 12 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all licenced or registered schools have been inspected at least once per term and reports produced: <ul style="list-style-type: none"> <li>o 100% - score 12</li> <li>o 90 to 99% - score 10</li> <li>o 80 to 89% - score 8</li> <li>o 70 to 79% - score 6</li> <li>o 60 to 69% - score 3</li> <li>o 50 to 59 % score 1</li> <li>o Below 50% score 0.</li> </ul> </li> </ul>	<p>On average, 56% of both government and private registered schools were inspected in the 3 terms. This includes;43 % (37 out of 87) schools in term 3, 2017; 54% (47 out of 87) schools were inspected in term 1, 2018 , 52% (45 out of 87) schools in term two 2018.On the other hand 43% (9 out of 21) ,86%(18 out of 21), 33% (7 out of 21) private registered schools were inspected in term three (2017) ,term 1,and 2 2018 respectively</p>	<p>1</p>

<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the Education department has discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY: score 4</li> </ul>	<p>From the reviewed Minutes from Departmental reports , School inspection reports and Minutes of SMC meetings of the sampled schools, there was no evidence that the Education department discussed school inspection reports and used reports to make recommendations for corrective actions during the previous FY:</p>	<p>0</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department has submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES): Score 2</li> </ul>	<p>Acknowledgments from DES indicate that LG Education department submitted school inspection reports to the Directorate of Education Standards (DES) in the Ministry of Education and Sports (MoES) on 29/11/2017,22/06/2018 and 2/08/2018.</p>	<p>2</p>
<p>LG Education department has discussed the results/ reports of school inspections, used them to make recommendations for corrective actions and followed recommendations</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the inspection recommendations are followed- up: score 4.</li> </ul>	<p>From the sampled schools there was no evidence to show that inspection recommendations were complied with.</p>	<p>0</p>

<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG has submitted accurate/consistent data: <ul style="list-style-type: none"> <li>o List of schools which are consistent with both EMIS reports and PBS: score 5</li> </ul> </li> </ul>	<p>The list of schools in the EMIS is 87 which is consistent with the PBS report.</p>	<p>5</p>
<p>The LG Education department has submitted accurate/consistent reports/date for school lists and enrolment as per formats provided by MoES</p> <p>Maximum 10 for this performance measure</p>	<p>Evidence that the LG has submitted accurate/consistent data:</p> <ul style="list-style-type: none"> <li>• Enrolment data for all schools which is consistent with EMIS report and PBS: score 5</li> </ul>	<p>There is a variation in the enrollment data in all schools which is 26457 EMIS compared to PBS with 26415 pupils.</p>	<p>0</p>
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for education met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the council committee responsible for education met and discussed service delivery issues including inspection, performance assessment results, LG PAC reports etc. during the previous FY: score 2</li> </ul>	<p>There was evidence that Kiboga LG council committee on education met and discussed service delivery issues. as per the following meeting:</p> <ul style="list-style-type: none"> <li>• On 17th October 2017 under minute 03/KBG/SOC/10/17 presented and discussed departmental performance report for Education, Health and community services; and</li> <li>• On 27th April 2018 under minute 03/KBG/SOC/04/18 Presented and discussed departmental report and work plans and Budget 2018/2019.</li> </ul>	<p>2</p>

<p>The LG committee re- sponsible for education met, discussed service delivery issues and pre- sented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the education sector committee has presented issues that require approval to Council: score 2</li> </ul>	<p>There was evidence that Kiboga LG education sector committee presented issues to council as required for approval on:</p> <ol style="list-style-type: none"> <li>1. On 31st August 2017 under minute 05/KBG/DLC/08/17 Presented and Approval of supplementary budget Education,</li> <li>2. On 31st August 2017 under minute 06/KBG/DLC/08/17 (a) presented and approved recommendations of Social services committee (Health and education), and</li> <li>3. On 31st August 2017 under minute 06/KBG/DLC/08/17 (b) presented and approved Kiboga district Local Government Public Accounts committee.</li> </ol>	<p>2</p>
<p>Primary schools in a LG have functional SMCs</p> <p>Maximum 5 for this performance measure</p>	<p>Evidence that all primary schools have functional SMCs (estab- lished, meetings held, discussions of budget and resource issues and submission of reports to DEO/ MEO)</p> <ul style="list-style-type: none"> <li>• 100% schools: score 5</li> <li>• 80 to 99% schools: score 3</li> <li>• Below 80 % schools: score 0</li> </ul>	<p>Kiboga LG has a total of 87 Schools, a sample of 5 schools was taken to establish the functionality of SMCs these include:</p> <ol style="list-style-type: none"> <li>1. Mwezi c/u Primary School SMC appointed on 2nd January 2018 Ref: Edu/214/1 SMC held meetings under minute 26/06/2018 and 04/2/2018 budget approval</li> <li>2. Kamirampago Primary School appointed SMC on 2nd January 2018; Ref: Edu/214/1 No SMC Minutes on Record</li> <li>3. Nakasozi Primary school. SMC appointed on on 2nd January 2018 Ref: Edu/214/1; No SMC Minutes on Record</li> <li>4. Bamusuta Primary school, SMC appointed on 2nd January 2018 Ref: Edu/214/1. SMC meetings held on 11th July 2017; 15th February 2017 and 6th December 2017</li> <li>5. Kiboga UWESO Primary school. SMC appointed on 2nd January 2018 Ref: Edu/214/1. No SMC Minutes on Record</li> </ol> <p>Hence Kiboga LG had all SMCs appointed and established, however Only 2 school of the sampled 5 had SMC minutes.</p>	<p>0</p>

<p>The LG has publicised all schools receiving non- wage recurrent grants</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has publicised all schools receiving non-wage recurrent grants</li> </ul> <p>e.g. through posting on public notice boards: score 3</p>	<p>The LG publicised all schools receiving non-wage recurrent grants for the current FY on its noticeboard on 10/09/2018</p>	<p>3</p>
<p>Procurement and contract management</p>			
<p>The LG Education department has submitted input into the LG procurement plan, complete with all technical requirements,</p> <p>to the Procurement Unit that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the sector has submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on time by April 30: score 4</li> </ul>	<p>Kiboga education department submitted procurement input to Procurement Unit that covers all investment items in the approved Sector annual work plan and budget on 04/04/2018.</p>	<p>4</p>
<p>Financial management and reporting</p>			
<p>The LG Education department has certified and initiated payment for supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG Education departments timely (as per contract) certified and recommended suppliers for payment: score 3.</li> </ul>	<p>The DEO of Kiboga District Local Government timely certified and recommended All payments requests for Kiboga District Local Government Education department as per copy of contracts as per the following sampled contacts;Contract No Kibo525/Wrks/17-18/ 00020 Construction of 5 stances pitlatrine at Kitangenda Primary Schools by Karki Builders and Engineers Ltd and Kibo525/Wrks/17-18/ 00020 supply of Fuel by Shell malindi Kiboga station Merchandise.</p>	<p>3</p>



<p>The LG Education department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the department submitted the annual performance report for the previous FY (with availability of all four quarterly reports) to the Planner by 15th of July for consolidation: score 4</li> </ul>	<p>Kiboga LG Education department submitted all quarterly reports to the planning unit by 14th July 2018 to the Planner for consolidation</p>	<p>4</p>
<p>LG Education has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> <li>o If sector has no audit query</li> </ul> </li> </ul> <p>score 4</p> <ul style="list-style-type: none"> <li>o If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 2</li> <li>o If all queries are not responded to score 0</li> </ul>	<p>There was information provided to the internal audit on the status of implementation of all audit findings for the previous financial year 2017/2018 as seen from file for certificates of clearance by Internal Audit department.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department in consultation with the gender focal person has disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health, life skills, etc.: Score 2</li> </ul>	<p>There was no evidence to show that the LG Education department in consultation with the gender focal person disseminated guidelines on how senior women/men teachers should provide guidance to girls and boys to handle hygiene, reproductive health and life skills.</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that LG Education department in collaboration with gender department have issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools: score 2</li> </ul>	<p>As per the sampled schools, there was no evidence to show that LG Education department in collaboration with gender department had issued and explained guidelines on how to manage sanitation for girls and PWDs in primary schools.</p>	<p>0</p>
<p>LG Education Department has disseminated and promoted adherence to gender guidelines</p> <p>Maximum 5 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the School Management Committee meets the guideline on gender composition: score 1</li> </ul>	<p>All the following sampled schools' SMCs meet the guidelines on gender composition :Bamusuuta P/S (5 female 7 males), Kyanamuyonjo P/S(3 females,9 males) ,Kisweeka community P/s (4 females, 8 males) Lunnya P/S (5 females 8 males) St Kizito Nkandwa (3 females, 8 males) Kitagenda memorial (4 females, 9 males).</p>	<p>1</p>

<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Education department in collaboration with Environment department has issued guidelines on environmental management (tree planting, waste management, formation of environmental clubs and environment education etc.): score 1:</li> </ul>	<p>On 30/06/2018 the LG Education department in collaboration with Environment department issued guidelines on environmental management as well as giving out environment friendly charts to schools.</p>	<p>1</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all school infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 1</li> </ul>	<p>On 14/2/2018 the environmental officer screened the construction of a five stance pit latrine at kitagenda P/S in Lwamatta division Kiboga Town council .</p>	<p>1</p>
<p>LG Education department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• The environmental officer and community development officer have visited the sites to checked whether the mitigation plans are complied with: Score 1</li> </ul>	<p>From the sampled schools already mentioned above, there was no evidence to show that the environmental officer and community development officer visited the sites to check whether the mitigation plans were complied with.</p>	<p>0</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Human resource planning and management			
<p>LG has substantively recruited primary health care workers with a wage bill provision from PHC wage</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that LG has filled the structure for primary health care with a wage bill provision from PHC wage for the current FY</p> <ul style="list-style-type: none"> <li>• More than 80% filled: score 8</li> <li>• 60 – 80% - score 4</li> <li>• Less than 60% filled: score 0</li> </ul>	<p>Kiboga District Local Government substantively recruited 331 positions (71%) of the 469 approved primary health care workers with a wage bill provision from PHC wage. The unfilled positions were a result of limited wage bill.</p>	4
<p>The LG Health department has submitted a comprehensive recruitment plan for primary health care workers to the HRM department</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that Health department has submitted a comprehensive recruitment plan/request to HRM for the current FY, covering the vacant positions of primary health care workers: score 6</p>	<p>The Human Resources Management (HRM) department received a recruitment plan from the health department on 4th January 2018. The recruitment plan catered for the 42 vacant positions.</p>	6

<p>The LG Health department has conducted performance appraisal for Health Centre IVs and Hospital In-charge and ensured performance appraisals for HC III and II in-charges are conducted</p> <p>Maximum 8 points for this performance measure</p>	<p>Evidence that the all health facilities in-charges have been appraised during the previous FY:</p> <ul style="list-style-type: none"> <li>o 100%: score 8</li> <li>o 70 – 99%: score 4</li> <li>o Below 70%: score 0</li> </ul>	<p>In Kiboga LG Five in-charges were sampled within their facilities for FY 2017 /2018 and all were appraised as seen below;</p> <p>Lwamata HC III for CR/D/ 10940 was appraised on 31st June 2018</p> <p>Kiboga Hospital for CR/D /10878 was appraised on 1st July 2017</p> <p>Bukomero HCIV for CR/D 11125 was appraised on 31st June 2018</p> <p>Mwezi HC II for CR/D / 11254 was appraised on 30th May 2018</p> <p>Katwe HC III for CR/D/ 10806 was appraised on 30th June 2018</p>	<p>8</p>
<p>The Local Government Health department has deployed health workers across health facilities and in accordance with the staff lists submitted together with the budget in the current FY.</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the LG Health department has deployed health workers in line with the lists submitted with the budget for the current FY, and if not provided justification for deviations: score 4</li> </ul>	<p>Kiboga District health department deployed health care workers across health facilities in accordance with the staff lists submitted together with the budget as reflected from the five sampled health facilities that had the same numbers of cadres on the deployment and budget lists.</p> <p>The sampled facilities included; Bukomero HCIV; Lwamata HCIII; Nyamiringa HCIII; Seeta HCII and Bulaga HCII.</p>	<p>4</p>
<p>Monitoring and Supervision</p>			

<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DHO/ MHO has communicated all guidelines, policies, circulars issued by the national level in the previous FY to health facilities: score 3</li> </ul>	<p>The DHO did not receive any of the 3 guidelines including:</p> <ol style="list-style-type: none"> <li>Guidelines for Local Government Planning Process, Health Sector Supplement 2017</li> <li>Sector Grant and Budget Guidelines to Local Governments FY 2018/19,</li> <li>Policy Strategies for Improving Health Service Delivery 2016-2021.</li> </ol> <p>These guidelines were also not found at any of the five sampled health facilities including; Bukomero HCIV; Lwamata HCIII; Nyamiringa HCIII; Seeta HCII and Bulaga HCII.</p>	<p>0</p>
<p>The DHO/MHO has effectively communicated and explained guidelines, policies, circulars issued by the national level in the previous FY to health facilities</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DHO/ MHO has held meetings with health facility in- charges and among others explained the guidelines, policies, circulars issued by the national level: score 3</li> </ul>	<p>The DHO held meetings with health facility In-charges on 8th June 2018 and explained provisions of the guideline titled “Implementation of the uptake of Sulphadoxine Pyrimethamine as Intermittent Preventive Treatment of Malaria in Pregnancy”. The meeting was attended by 20 health facility In-charges.</p>	<p>3</p>
<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has supervised 100% of HC IVs and district hospitals (including PNFPs receiving PHC grant) at least once in a quarter: score 3</p>	<p>The District Health Team (DHT) supervised both Bukomero HCIV and Kiboga Hospital (the only ones at these levels), in all the four quarters as per supervision reports dated; 30th September 2017; 29th December 2017; 8th April 2018 and 5th July 2018.</p>	<p>3</p>

<p>The LG Health Department has effectively provided support supervision to district health services</p> <p>Maximum 6 points for this performance measure</p>	<p>Evidence that DHT/MHT has ensured that HSD has supervised lower level health facilities within the previous FY:</p> <ul style="list-style-type: none"> <li>• If 100% supervised: score 3</li> <li>• 80 - 99% of the health facilities: score 2</li> <li>• 60% - 79% of the health facilities: score 1</li> <li>• Less than 60% of the health facilities: score 0</li> </ul>	<p>The Health Sub District (HSD) supervised all the five sampled health facilities (100%) including; Bulaga HCII; Nakasozi HCII; Muwanga HCIII; and Nyamiringa HCIII as indicated in quarterly supervision reports dated; 12th October 2017; 18th April 2018; and 7th July 2017.</p>	<p>3</p>
<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that all the 4 quarterly reports have been discussed and used to make recommendations (in each quarter) for corrective actions during the previous FY: score 4</li> </ul>	<p>There was no evidence of discussion of all the four supervision reports and making of related recommendations.</p>	<p>0</p>

<p>The LG Health department (including HSDs) have discussed the results/reports of the support supervision and monitoring visits, used them to make recommendations for corrective actions and followed up</p> <p>Maximum 10 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the recommendations are followed</li> <li>– up and specific activities undertaken for correction: score 6</li> </ul>	<p>The DHT followed up on recommendations as reflected below:</p> <p>Under Min 6/DHT/12/2017 of the second quarter meeting held on 15th December 2017, the DHT recommended that Health Facility In-charges should found out the status of ownership of the land where health facilities were located.</p> <p>Implementation of this recommendation was followed up by the DHT as indicated in Min 6/DHT/03/2018 of the meeting held on 7th July 2018 where Health Facility In-charge were tasked to present on the ownership of the land where their facilities were located.</p>	6
<p>The LG Health department has submitted accurate/consistent reports/data for health facility lists receiving PHC funding as per formats provided by MoH</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has submitted accurate/consistent data regarding: <ul style="list-style-type: none"> <li>List of health facilities receiving PHC funding, which are consistent with both HMIS reports and PBS: score 10</li> </ul> </li> </ul>	<p>Kiboga District health department submitted accurate and consistent data since all the 21 health facilities that received PHC funding as indicated on the PBS list were also on lists in the HMIS reports.</p>	10
<p>Governance, oversight, transparency and accountability</p>			
<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG committee responsible for health met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports etc. during the previous FY: score 2</li> </ul>	<p>Kiboga LG council committee on Health met and discussed service delivery issues as follows:</p> <ul style="list-style-type: none"> <li>On 17th October 2017 under minute 03/KBG/SOC/10/17 presented and discussed departmental performance report for Education, Health and community services, and</li> <li>On 27th April 2018 under minute 03/KBG/SOC/04/18 Presented and discussed departmental report and workplans and Budget 2018/2019.</li> </ul>	2



<p>The LG committee responsible for health met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the health sector committee has presented issues that require approval to Council: score 2</li> </ul>	<p>Kiboga LG Health sector committee presented issues to council as required for approval on:</p> <ol style="list-style-type: none"> <li>On 31st August 2017 under minute 05/KBG/DLC/08/17 Presented and Approval of supplementary budget Health and</li> <li>On 31st August 2017 under minute 06/KBG/DLC/08/17 (a) presented and approved recommendations of Social services committee (Health and education).</li> </ol>	<p>2</p>
<p>The Health Unit Management Committees and Hospital Board are operational/functioning</p> <p>Maximum 6 points</p>	<p>Evidence that health facilities and Hospitals have functional HUMCs/Boards (established, meetings held and discussions of budget and resource issues):</p> <ul style="list-style-type: none"> <li>If 100% of randomly sampled facilities: score 6</li> <li>If 80-99 %: score 4</li> <li>If 70-79: %: score 2</li> <li>If less than 70%: score 0</li> </ul>	<p>The health facility HUMCs and the Hospital board were functional Hand discussed budget and resource issues as reflected from the five sampled health facilities. Presented below are highlights of the functionality of the four HUMCs and Hospital board:</p> <p>Kiboga Hospital board held all the four mandatory quarterly meetings and discussed budget and resource allocation issues on; 23rd August 2017 (Min 03 – allocation of funds for procuring medicine); 22nd December 2017 (Min 04 – allocation of more funds for the board and Min 05 about allocation of money for the lagoon); 1st March 2018 (Min 04/MBM/3/2018 –Hospital private services and distribution of revenue); 21st March 2018 (Min 05/MBM/3/2018 – payment electricity bill); 13th June 2018 (Min 04HMB/06/2018 - purchase of X-ray batteries and repair of generator).</p> <p>Bukomero HCIV HUMC held all the four mandatory quarterly meetings and discussed budgets and resource allocation issues on; 3rd October 2017 (Min 3 - low IPFs compared to work plan and Ambulance costs); 4th January 2018 (Min 2 - Electricity and solar backups); 10th April 2018 (Min 2 - costs for land surveying, PHC releases and expenditure); and 10th July 2018 (Min – work plan discussion (patient referral allocations and uniforms).</p> <p>Lwamata HCIII HUMC held all the four mandatory quarterly meetings and discussed budgets and resource allocation issues in one of the as follows; 28th September 2017 (Min 3/2017/18 regarding allocation of PHC funds); 11th December 2017; 17th April 2018; and the one dated on for fourth quarter.</p>	<p>6</p>

		<p>Kyomya HCII HUMC discussed budgets and resource allocation issues in all the 4 mandatory quarterly meetings held on; 13th July 2017 (Min VI – community contribution towards land);</p> <p>21st December 2017 (Min 3 paragraph 4 – contribution towards getting a land title); 16th February 2018 (Min 3 – community contribution); and 28th June 2018 (Min IV – raising money for a land title).</p> <p>Kyanamuyonjo HCIII HUMC held all the four mandatory meetings and discussed budgets and resource allocation issues in two of them on the following days; 3rd October 2017; 22nd January 2018 (Min III – allocation of PHC funds); 20th March 2018 (Min III – allocation of PHC funds); and 16th June 2018 (Min 2 – allocation of PHC funds and getting land from the community).</p>	
<p>The LG has publicised all health facilities receiving PHC non-wage recurrent grants</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has publicised all health facilities receiving PHC non-wage recurrent grants e.g. through posting on public notice boards: score 4</li> </ul>	<p>The health department had pinned a list of 21 health facilities with PHC non-wage figures for quarter one of 2018 on the DHO's notice board dated 6th September 2018. Lists for all quarters for 2017/2018 FY were also pinned on the DHO's notice board but were not dated.</p>	<p>4</p>
<p>Procurement and contract management</p>			

<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the sector has submitted input to procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time by April 30 for the current FY: score 2</li> </ul>	<p>The Procurement and Disposal Unit (PDU) received a procurement plan from the health department on 10th April 2018. It catered for the following projects:</p> <ol style="list-style-type: none"> <li>Stationary</li> <li>Construction of a maternity unit at Kyanamuyonjo HCIII</li> <li>Latrine construction at Bukomero HCIV and Kiboga Hospital</li> <li>Renovation of Kiboga Hospital</li> <li>Fuel and lubricants</li> <li>Maintenance of motor vehicles and motor cycles.</li> <li>Procurement of medical equipment and medicines and water reservoirs.</li> </ol>	2
<p>The LG Health department has submitted input to procurement plan and requests, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that LG Health department submitted procurement request form (Form PP5) to the PDU by 1st Quarter of the current FY: score 2.</li> </ul>	<p>The PDU received five forms (form PP1) on the following dates; 23rd August 2018 (construction of a 5 stance latrine at Lwamata HCIII); and 11th October 2017 (procurement of an Ultra Sound Scan machine).</p> <p>Selective bidding and selection was conducted using form PP1 on the following dates; 18th October 2017 (11 forms for assorted supplies); 24th October 2017 (7 forms for assorted supplies); 9th August 2017 for procurement of stationery; 25th August 2017 for supply of fuel; 25th August 2017 (2 forms) for procurement of computer supplies; and 9th August 2017 for vehicle maintenance.</p>	2
<p>The LG Health department has certified and initiated payment for supplies on time</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DHO/ MHO (as per contract) certified and recommended suppliers timely for payment: score 4.</li> </ul>	<p>The DHO of Kiboga District Local Government timely certified and recommended All payments requests for Kiboga District Local Government Health department as per copy of contracts as per the following sampled contacts; Contract No: Kibo525/supplies/17/18/ 0001 supply of Construction materials by Kevin and Keith Investments (U) Ltd and Contract for supply of X-Ray batteries and maintenance works by Waskat Medical systems.</p>	4

Financial management and reporting			
<p>The LG Health department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 4 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 4</li> </ul>	<p>Kiboga LG Health department submitted all quarterly reports to the planning unit for consolidation by 14th July 2018</p>	<p>4</p>
<p>LG Health department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year</p> <ul style="list-style-type: none"> <li>If sector has no audit query: Score 4</li> <li>If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: Score 2 points</li> <li>If all queries are not responded to Score 0</li> </ul>	<p>There was information provided to the internal audit on the status of implementation of all audit findings for the previous financial year 2017/2018 as seen from file for certificates of clearance by Internal Audit department.</p>	<p>2</p>
<p>Social and environmental safeguards</p>			

<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <li>Evidence that Health Unit Management Committee (HUMC) meet the gender composition as per guidelines (i.e. minimum 30 % women: score 2</li> </ul>	<p>The HUMCs met the gender composition minimum of 30% women as reflected from all the five sampled facilities as follows; Kiboga Hospital board had 4 females (44%) out of 9 members; Bukomero HCIV had 3 females (38%) out of 8 members; Lwamata HCIII had 3 females (43%) out of 7 members; Kyomya HCII had 4 females (80%) out of 5 members; and Kyanamuyonjo HCIII had 3 females (43%) out of 7 members.</p>	<p>2</p>
<p>Compliance with gender composition of HUMC and promotion of gender sensitive sanitation in health facilities.</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has issued guidelines on how to manage sanitation in health facilities including separating facilities for men and women: score 2.</li> </ul>	<p>The health department issued guidelines on how to manage sanitation in health facilities to health facilities as reflected from the five sampled health facilities including; Kyanamuyonjo HCIII; Kyomya HCII; Lwamata HCIII; Bukomero HCIV and Kiboga Hospital. The guide available at all the above sampled facilities was titled “Guidelines relating to sanitary accommodation at health facilities” dated 12th April 2018.</p>	<p>2</p>
<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that all health facility infrastructure projects are screened before approval for construction using the checklist for screening of projects in the budget guidelines and where risks are identified, the forms include mitigation actions: Score 2</li> </ul>	<p>The District Environment Officer screened the construction of Lwamata HCIV but did not use the checklist in the budget guidelines.</p>	<p>0</p>

<p>LG Health department has ensured that guidelines on environmental management are disseminated and complied with</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>The environmental officer and community development officer have visited the sites to check whether the mitigation plans are complied with: Score 2</li> </ul>	<p>Environmental inspection was conducted by the District Environment Officer as per the report dated 12th February 2018. This covered the construction of a Pit latrine at Lwamata HCIII.</p>	<p>2</p>
<p>The LG Health department has issued guidelines on medical waste management</p> <p>Maximum 4 points</p>	<ul style="list-style-type: none"> <li>Evidence that the LG has issued guidelines on medical waste management, including guidelines (e.g. sanitation charts, posters, etc.) for construction of facilities for medical waste disposal: score 4.</li> </ul>	<p>The health department issued guidelines on medical waste management since they were available in the five sampled facilities. The guide available at all the sampled health facilities was titled "Waste segregation guidelines" dated 2nd March 2018.</p>	<p>4</p>

Summary of requirements	Definition of compliance	Compliance justification	Score
Planning, budgeting and execution			
<p>The DWO has targeted allocations to sub-counties with safe water coverage below the district average.</p> <p>Maximum score 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the district Water department has targeted sub-counties with safe water coverage below the district average in the budget for the current FY:               <ul style="list-style-type: none"> <li>o If 100 % of the budget allocation for the current FY is allocated to S/Cs below average coverage: score 10</li> <li>o If 80-99%: Score 7</li> <li>o If 60-79: Score 4</li> <li>o If below 60 %: Score 0</li> </ul> </li> </ul>	<p>Kiboga District has an average safe water coverage that currently stands at 76% as per the District Atlas Report on the Ministry of Water and Environment website, and 74% at the beginning of the financial year 2017/2018 as per the Uganda Water Supply Atlas available at the District Water Office. The district has four sub-counties below this average and they are Bukomero TC at 21%, Ddwaniro at 62%, Kapeke at 56% and Kiboga TC at 69%.</p> <p>According to the district water budget for the current FY, no money (0%) is allocated to these four sub-counties.</p>	0
<p>The district Water department has implemented budgeted water projects in the targeted sub-counties (i.e. sub-counties with safe water coverage below the district average)</p> <p>Maximum 15 points for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the district Water department has implemented budgeted water projects in the targeted sub-counties with safe water coverage below the district average in the previous FY.               <ul style="list-style-type: none"> <li>o If 100 % of the water projects are implemented in the targeted S/Cs:                   <ul style="list-style-type: none"> <li>Score 15</li> <li>o If 80-99%: Score 10</li> <li>o If 60-79: Score 5</li> <li>o If below 60 %: Score 0</li> </ul> </li> </ul> </li> </ul>	<p>For the previous F/Y, the District Water Office planned to implement 9 projects in the sub-counties below the average district safe water coverage. These included drilling of 3 deep boreholes in Kapeke (1) and Ddwaniro (2) and rehabilitation of 6 boreholes in Ddwaniro (3) and Kapeke (3).</p> <p>The water department implemented all the planned projects.</p>	15
Monitoring and Supervision			

<p>The district Water department carries out monthly monitoring of project investments in the sector</p> <p>Maximum 15 points for this performance measure</p>	<p>Evidence that the district Water department has monitored each of WSS facilities at least annually.</p> <ul style="list-style-type: none"> <li>• If more than 95% of the WSS facilities monitored: score 15</li> <li>• 80% - 95% of the WSS facilities - monitored: score 10</li> <li>• 70 - 79%: score 7</li> <li>• 60% - 69% monitored: score 5</li> <li>• 50% - 59%: score 3</li> <li>• Less than 50% of WSS facilities monitored: score 0</li> </ul>	<p>Filled Form 1s for all the sources constructed in the previous F/Y were available on file and verified.</p> <p>Filled Form 4s for all the old sources were also seen on file and verified.</p>	<p>15</p>
<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>• Evidence that the district has submitted accurate/consistent data for the current FY: Score 5</li> <li>• List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<p>Data in the MIS report from the Ministry of Water and Environment for FY17/18 is consistent with the information in the District Annual Work Plan for the previous F/Y. They both show that the planned projects were drilling of 7 deep boreholes, construction of a piped water system and rehabilitation of 10 point water sources.</p>	<p>5</p>



<p>The district Water department has submitted accurate/consistent reports/ data lists of water facilities as per formats provided by MoWE</p> <p>Maximum 10 for this performance measure</p>	<ul style="list-style-type: none"> <li>List of water facility which are consistent in both sector MIS reports and PBS: score 5</li> </ul>	<p>The MIS report obtained from the Ministry of Water and Environment reflects that these projects were accomplished;</p> <ul style="list-style-type: none"> <li>- Drilling of 7 deep boreholes.</li> <li>- Rehabilitation of 4 point water sources.</li> <li>- Construction of a piped water system.</li> </ul> <p>The PBS for the previous F/Y indicates the same information of completed projects thus the consistency.</p>	5
Procurement and contract management			
<p>The district Water department has submitted input for district's procurement plan, complete with all technical requirements, to PDU that cover all items in the approved Sector annual work plan and budget</p> <p>Maximum 4 for this performance measure</p>	<p>Evidence that the sector has submitted input for the district procurement plan to PDU that cover all investment items in the approved Sector annual work plan and budget on time (by April 30): score 4</p>	<p>The water sector input to the district procurement plan was submitted to PDU on 4th April, 2018 which is before the deadline of April 30th.</p>	4
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If the contract manager prepared a contract management plan and conducted monthly site visits for the different WSS infrastructure projects as per the contract management plan: score 2</li> </ul>	<p>Mr. Moses Walakira was appointed contract manager for all the WSS infrastructure projects by the Chief Administrative Officer according to the appointment letter dated 5th July, 2017.</p> <p>Contract management plans for drilling 7 boreholes, construction of a piped water system and rehabilitation of the protected springs were seen on file.</p> <p>Reports on the monthly site visits for drilling of 7 deep boreholes, construction of a piped water system and rehabilitation of the protected springs were available on file.</p>	2

<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If water and sanitation facilities constructed as per design(s): score 2</li> </ul>	<p>The water facilities visited were constructed as per design and were fully functioning. The sampled projects include 5 deep boreholes (DWD 52844 in Nakasagazi village, DWD 52843 in Nairobi village, DWD 52842 in Namuddu village, DWD 52841 in Kirugwala village, and DWD 52846 in Kyekumbya village).</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If contractor handed over all completed WSS facilities: score 2</li> </ul>	<p>Request for handover of the piped water system at Kambugu Trading Center by Ferest Investment Limited was seen.</p> <p>Completion reports for the newly drilled boreholes and rehabilitated protected springs available on file and verified.</p>	<p>2</p>
<p>The district has appointed Contract Manager and has effectively managed the WSS contracts</p> <p>Maximum 8 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If DWO appropriately certified all WSS projects and prepared and filed completion reports: score 2</li> </ul>	<p>Practical completion certificates for for the newly drilled boreholes were available on file and verified.</p>	<p>2</p>
<p>The district Water department has certified and initiated payment for works and supplies on time</p> <p>Maximum 3 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the DWOs timely (as per contract) certified and recommended suppliers for payment: score 3 points</li> </ul>	<p>Kiboga District Local Government DWO timely certified and recommended as per copy of contracts as per the following sampled contract of Contract No Kibo525/wrks/17/18/ 00002 Construction of solar Driven piped water system phase1 by Ferest Investments (U) Ltd.</p>	<p>3</p>
<p>Financial management and reporting</p>			

<p>The district Water department has submitted annual reports (including all quarterly reports) in time to the Planning Unit</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the department submitted the annual performance report for the previous FY (including all four quarterly reports) to the Planner by mid-July for consolidation: score 5</li> </ul>	<p>Kiboga LG Water department submitted Annual performance report for FY 2017/2018 (all quarterly reports) to the planner for Consolidation by 14th July 2018.</p>	<p>5</p>
<p>The District Water Department has acted on Internal Audit recommendation (if any)</p> <p>Maximum 5 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year <ul style="list-style-type: none"> <li>If sector has no audit query score 5</li> <li>If the sector has provided information to the internal audit on the status of implementation of all audit findings for the previous financial year: score 3</li> <li>If queries are not responded to score 0</li> </ul> </li> </ul>	<p>There was information provided to the internal audit on the status of implementation of all audit findings for the previous financial year 2017/2018 as seen from file for certificates of clearance by Internal Audit department.</p>	<p>3</p>
<p>Governance, oversight, transparency and accountability</p>			

<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the council committee responsible for water met and discussed service delivery issues including supervision reports, performance assessment results, LG PAC reports and submissions from the District Water and Sanitation Coordination Committee (DWSCC) etc. during the previous FY: score 3</li> </ul>	<p>There was evidence that Kiboga LG council committee responsible for water met and discussed service delivery issues. meeting held as follows:</p> <p>.On 26th July 2017 under Minute 04/KBG/Tech/07/17 presented and discussed departmental progress reports,</p> <p>.On 31st January 2018 Under Minute 03/KBG/Tech/01/18 Water sector report on few Borehole rehabilitation and installation of Boreholes, and</p> <p>.On 12th February 2018 Under minute 03/KBG/Tech/02/18 presented and discussed departmental report for water works and technical services.</p>	<p>3</p>
<p>The district committee responsible for water met, discussed service delivery issues and presented issues that require approval to Council</p> <p>Maximum 6 for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that the water sector committee has presented issues that require approval to Council: score 3</li> </ul>	<p>There was evidence that the Kiboga LG Water sector committee presented issues to council as required for approval.</p> <p>On 31st August 2017 under minute 06/KBG/DLC/08/17 presented recommendation of works and technical services (water) recommended national water to take over management of water supply in Kiboga town council.</p>	<p>3</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>The AWP, budget and the Water Development grant releases and expenditures have been displayed on the district notice boards as per the PPDA Act and discussed at advocacy meetings: score 2.</li> </ul>	<p>The AWP, budget and the Water Development grant releases and expenditures were displayed on the district notice boards. The documents were also dated and stamped.</p> <p>The minutes of different advocacy meetings were available on file.</p>	<p>2</p>

<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>All WSS projects are clearly labelled indicating the name of the project, date of construction, the contractor and source of funding: score 2</li> </ul>	<p>The sampled water projects including DWD 52844 in Nakasagazi village, DWD 52843 in Nairobi village, DWD 52842 in Namuddu village, DWD 52841 in Kirugwala village, and DWD 52846 in Kyekumbya village were labelled with details including reference number, location, date of construction, contractor and source of funding.</p>	<p>2</p>
<p>The district Water department has shared information widely to the public to enhance transparency</p> <p>Maximum 6 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Information on tenders and contract awards (indicating contractor name /contract and contract sum) displayed on the District notice boards: score 2</li> </ul>	<p>Information on contract awards was well displayed on the district notice board.</p> <p>Tenders for water and sanitation projects were also displayed on the notice board at the time of the assessment.</p>	<p>2</p>
<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If communities apply for water/ public sanitation facilities as per the sector critical requirements (including community contributions) for the current FY: score 1</li> </ul>	<p>The community application letters and minutes of community meetings for the different water facilities, and respective community contribution receipts were available on file and verified.</p>	<p>1</p>

<p>Participation of communities in WSS programmes</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Water and Sanitation Committees that are functioning evidenced by either: i) collection of O&amp;M funds, ii) carrying out preventive maintenance and minor repairs, iii) facility fenced/protected, or iv) they have an M&amp;E plan for the previous FY: score 2</li> </ul> <p>Note: One of parameters above is sufficient for the score.</p>	<p>From the site visits, it was established that the Water and Sanitation Committees are not fully-functioning. All the above parameters are not being met by most of the water and sanitation facilities. Two of the five sampled boreholes in Kirugwala and Namuddu villages new were not well fenced/protected.</p> <p>The committees interacted with also made it clear that the O&amp;M funds are not being collected.</p>	<p>0</p>
<p>Social and environmental safeguards</p>			
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that environmental screening (as per templates) for all projects and EIAs (where required) conducted for all WSS projects and reports are in place: score 2</li> </ul>	<p>Environment screening reports for all the projects implemented in the previous F/Y available on file and verified. These are screening reports for the piped water system, drilled boreholes and rehabilitated protected springs.</p>	<p>2</p>
<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that there has been follow up support provided in case of unacceptable environmental concerns in the past FY: score 1</li> </ul>	<p>Environmental mitigation reports for all the projects as follow up on unacceptable environment concerns were available on file and verified. These are reports for the piped water system, drilled boreholes and rehabilitated protected springs.</p>	<p>1</p>

<p>The LG Water department has devised strategies for environmental conservation and management</p> <p>Maximum 4 points for this performance measure</p>	<ul style="list-style-type: none"> <li>Evidence that construction and supervision contracts have clause on environmental protection: score 1</li> </ul>	<p>The construction and supervision contracts were not readily available on file thus no clauses on environmental protection were captured.</p>	<p>0</p>
<p>The district Water department has promoted gender equity in WSC composition.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If at least 50% WSCs are women and at least one occupying a key position (chairperson, secretary or Treasurer) as per the sector critical requirements: score 3</li> </ul>	<p>According to the software progress report section 2.1.6, only 2 out of the 6 sob counties have WSCs with at least 50% women representation. The lists of the different WSCs also reflect the same information.</p> <p>The sampled WSCs also indicate that only 2 of them have at least one woman occupying a key position.</p>	<p>0</p>
<p>Gender and special needs-sensitive sanitation facilities in public places/</p> <p>RGCs provided by the Water Department.</p> <p>Maximum 3 points for this performance measure</p>	<ul style="list-style-type: none"> <li>If public sanitation facilities have adequate access and separate stances for men, women and PWDs: score 3</li> </ul>	<p>The District Local Government did not construct any public sanitation facility in the previous F/Y. However there is an existing one in Kiboga T/C that was sampled and has proper access for PWDs and separate stances for men, women and PWDs.</p>	<p>3</p>